

# PROFORMA INVOICE

[Your Company Name]  
[Street Address]  
[City, State, Zip]  
[Tax ID / VAT Number]

**Invoice #:** [000000]  
**Date:** [Month DD, YYYY]  
**Expiry Date:** [Month DD, YYYY]

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## BILL TO

[Client Company Name]  
[Contact Name]  
[Street Address]  
[City, State, Zip]  
[Tax ID / VAT Number]

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## SHIPPING DETAILS

[Ship-to Name/Warehouse]  
[Street Address]  
[City, State, Zip]  
**Shipping Method:** [Freight/Ground]

SKU / Item #	Description	Qty	Unit Price	Total
[SKU-001]	[Product Description Name]	[00]	\$0.00	\$0.00
[SKU-002]	[Product Description Name]	[00]	\$0.00	\$0.00

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Subtotal: \$0.00  
Wholesale Discount: (\$0.00)  
Shipping: \$0.00

Tax: \$0.00

Total Amount: \$0.00

**PAYMENT TERMS & WIRE INSTRUCTIONS**

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**Bank:** [Bank Name] | **SWIFT:** [Code] | **Account:** [Number]

**Terms:** [e.g., 50% Deposit, 50% Before Shipping]

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This is a Proforma Invoice, not a tax invoice. Goods will be dispatched only after payment confirmation. Please quote the Invoice Number as a payment reference.